

To: WCB Certified Credential holders on Limited Retired, Full Retired, or Inactive Statuses
From: Eloiza Altoro-Acevedo, Executive Director
Re: Update on upcoming status with the WI Department of Regulation and Licensing
Date: August 11, 2006

The WCB will be transferring all credentials over to the WI Department of Regulation and Licensing (DRL) by December 15, 2006. After this time, all AODA credentialing services will be handled by the DRL.

If you currently are a CADC and/or CCS credential holder, and your certification is on **Limited Retired, Full Retired, or Inactive Status** with the Wisconsin Certification Board, please note that there are currently no provisions in the laws regulating substance abuse counselors or proposed administrative rules from the DRL for **these statuses**. Therefore, when AODA credentialing services are transferred to the DRL, **the DRL will not recognize your retirement or inactive status**.

When the transfer takes place, the transferred substance abuse credentials with the DRL will be:

1. Active/Current: within renewal period and able to practice
2. Expired: did not renew by the renewal date and cannot practice under that credential, but has the option to renew within five years of the original expiration date
3. Expiration after 5 years: Will require an application for reinstatement rather than renewal which and is the process to activate credential after five years (process is dependent on the discretion of the DRL).

Currently the administrative rules governing renewal of substance abuse credentials are under chapter RL 165 Renewals and may be found at <http://drl.wi.gov/boards/rsa/code/codebook.htm>.

Due to the new DRL requirements, you have two choices:

- 1) change your credential now to "active" status by returning the enclosed form by October 16, 2006
- 2) voluntarily lapsing your credential by completing and returning the enclosed form by October 16, 2006.

If you choose to change your credential to "active" status, your credential will be handled like all other credentials. This would mean that you would be required to pay the same fees and obtain the same amount of continuing education hours as all other credential holders with your credentials. If you have questions about the new requirements, you will need to contact the DRL directly.

If your credential holds a paid to date of 2/28/07, you will not be required to pay any additional fees to make your credential "active". If you have not yet paid your final invoice to bring your credential to the 2/28/07, it is required that you do so, before we can make your credential "active". Only credentials with a 2/28/07 paid to date will be transferred over the DRL. If you do not know if your credential has been paid or you need an additional copy of your invoice, contact the WCB office as soon as possible.

If you choose not to respond to this memo by October 16, 2006, your credential will automatically be lapsed on December 15, 2006 regardless of your paid-to date. This would mean that your credential will be "expired" when the DRL transfer takes place. After this time, you will be subject to the new administrative rules currently being developed if you choose to reapply or reinstate your credential at a later date.

Questions regarding the transferring of credentials or future requirements should be directed to the DRL.

Department of Regulation & Licensing

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